



POSITION DESCRIPTION

CLASSIFICATION TITLE Lead Inspector **WORK AREA** Plumbing/Gas or Mechanical/Gas

CLASS CODE 4302/Nonexempt **EFFECTIVE DATE:** January 14, 2002

FUNCTION Technical work inspecting all plumbing and/or mechanical construction projects, including gas installations in the unincorporated areas of Seminole County in accordance with applicable County and State Plumbing and/or Mechanical Codes and Gas Codes.

EDUCATION AND EXPERIENCE

Mechanical/Gas Inspector: High School Diploma or GED and five (5) years experience as a Mechanical Inspector or five (5) years as an HVAC technician or contractor.

Plumbing/Gas Inspector: High School Diploma or GED and five (5) years experience as a Plumbing Inspector or Journeyman Plumber. Must possess and maintain a Plumber's certificate of competency.

A comparable amount of education, training, or experience may be substituted for the minimum qualifications.

SPECIAL REQUIREMENTS

Thorough knowledge, training and experience in the methods utilized in plumbing and/or mechanical and gas construction, inspection, and in the examination of plans and drawings. Thorough knowledge of the adopted Plumbing and/or Mechanical and Gas Codes.

Ability to work effectively with the general public, Plumbing and/or Mechanical and Gas trades, and other County Departments. Ability to communicate effectively both orally and in writing. Must possess good customer service skills.

Must be certified as either a Plumbing Inspector and/or Mechanical Inspector as defined by Florida Statute 468 or must attain standard certification within twelve (12) months of employment. Must maintain certification as defined in Florida Statute 468.

Must possess and maintain a valid Florida Driver's License.

ESSENTIAL FUNCTIONS

Note: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is a logical assignment to the position.

Performs timely inspection of new and existing buildings to ensure safe installations of plumbing and/or mechanical and Gas systems. Investigates complaints and issues notices of non-compliance with existing plumbing and/or mechanical and Gas Codes. Completes Inspector's Daily Activity Log. Reviews pertinent technical reports. Advises supervisory personnel of any field conditions that are potentially hazardous and/or controversial. Provides direction and/or technical assistance to contractors and property owners on building projects.

Performs other duties as assigned or as may be necessary.

WORKING CONDITIONS This position performs some office duties, however most components of work are performed outdoors in all weather conditions. Incumbent must have the physical ability to climb, erect, carry, and descend safety rated extension ladders. Must have the ability to climb and descend construction scaffolding. Incumbents in this classification would be exposed to noise, dust, dirt and fumes found in a construction area. Incumbents must carefully follow safety procedures.